



MINUTES

REGULAR MEETING OF KINGSVILLE BIA

WEDNESDAY, MAY 14 , 2019 AT 6:15 P.M.

Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:15 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Laura Lucier, , Trevor Loop, Izabel Muzzin, Jason Martin, Maria Edwards, Amanda Everaert, Sarah Trudell, Paul Thompson, Heather Brown, Roberta Weston

Regrets: Tony Gaffan

Absent:

Guests:

Members of Administration: Christina Bedal

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded members that any declaration and its general nature is to be made prior to each item being discussed.

C. DELEGATIONS

D. AMENDMENTS TO THE AGENDA

E. DISCLOSURE OF PECUNIARY INTEREST

F. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending April 2019.

BIA-104-2019 – Motion by Trevor Loop and seconded by Maria Edwards to approve report. **CARRIED.**

F. STAFF REPORTS

1. **BIA Coordinator Christina Bedal – Re: Monthly Activity**
The Coordinator presented her written report.
2. **COUNCIL REP**
Laura Lucier reviewed her report.
- 3 **EDDK**
Izabela Muzzin reviewed her report.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. Associate Membership Application – Blinds By Glenna
BIA-105-2019 – Motion by Trevor Loop and seconded by Heather Brown to approve application. **CARRIED.**
2. Facelift Grant Application – Annabelle's
BIA-106-2019 – Motion by Jason Martin and seconded by Laura Lucier to approve application. **CARRIED.**

H. MINUTES OF THE PREVIOUS MEETINGS

BIA-107-2019 – motion to approve the minutes from the April 9, 2019 meeting made by Maria Edwards and seconded by Laura Lucier. **CARRIED**

I. BUSINESS/ CORRESPONDENCE – INFORMATIONAL

1. Tony Gaffan Email Reviewed
2. Town of Kingsville Correspondence Reviewed

J. NEW AND UNFINISHED BUSINESS

1. GRAFFITI DONATION

BIA-108-2019 – motion to donate \$500 to St. Leonard's House made by Heather Brown and seconded by Izabela Muzzin. **CARRIED**

2. BANNERS

- Sarah will work with BIA Coordinator to communicate Banner Contest guidelines. The winning artist(s) will be invited to the AGM and receive social media recognition as well as other media recognition.

3. TALL SHIPS

- BIA Coordinator updated on progress in planning and no music will be provided for the event

4. SPRING GUIDE

- No spring guide will be published this year
- Holiday Guide ideas from Windsor Life will go onto a summer agenda for further review

5. FACELIFT GRANT

- BIA Coordinator to make updates and present it at the next meeting
- BIA Coordinator to prepare a proposed one time program to promote security enhancements for members

6. COUPON BOOK

- BIA Coordinator to work with Web Planet to determine layout and confirm pricing.
BIA-109-2019 – motion to adjourn pursue the coupon book project with the quantity of 5000 booklets made by Trevor Loop and seconded by Jason Martin. **CARRIED**

7. BOARD OF MANAGERS TOWN WALK ABOUT

- To take place on May 28th at 6 PM

8. BLOOD DONOR CLINIC

- The BIA will sponsor a clinic in July
- Board members have been asked to each create a team

9. CAR SHOW 2020

- The board discussed and decided not to take on this event

10. FUND RAISING/EVENT IDEA 2020

- Trevor Whaling to be invited as Delegate to June meeting for further discussion with the Board

11.NETWORKING EVENT IDEA

- Trevor Whaling to be invited as Delegate to June meeting for further discussion with the Board

12.PARKING SIGNS

- BIA Coordinator to obtain pricing for largest signs we are allowed to post
- BIA Coordinator to obtain sizes permitted for this type of sign

13.POP UP BEST PRACTICES

- Board reviewed and approved the best practices document that is to be made available to the membership as a resource via email and website.
BIA-110-2019 – motion to distribute best practices guide to membership via email and website made by Jason Martin and seconded by Trevor Loop.
CARRIED

J. NEXT MEETING DATE

Tuesday, June 11, 2019

K. ADJOURNMENT

BIA-111-2019 – motion to adjourn at 8:15 PM made by Izabela Muzzin and seconded by Maria Edwards. **CARRIED**



CHAIR, Beth Riddiford



RECORDING SECRETARY, Christina Bedal